



# CADET, CALIFORNIA HIGHWAY PATROL OPEN

(This Bulletin cancels and supersedes all previously dated Bulletins.)

**CALIFORNIA STATE GOVERNMENT: EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, OR SEXUAL ORIENTATION.**

**IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.**

Test dates are set by the California Highway Patrol (CHP). Testing is considered continuous, as dates can be set at any time, and the eligible list is merged with the statewide certification list. *Initial application must be made on the scannable Cadet Application, CHP 678.*

**OPEN** - This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

**SALARY RANGE:     \$2732 - \$3434 CADET, CHP**  
**\$3550 - \$4314 OFFICER, CHP**

(Upon graduation from the CHP Academy, Cadets are promoted to the classification of Officer, CHP.)

#### HOW TO APPLY:

The CHP accepts applications continuously, and notifies and tests applicants as needs warrant. Applications must be filed utilizing the preaddressed envelope provided with the Cadet Application, CHP 678. (Do not return the instruction sheet with the application.)

**Identification Required** - Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

#### REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

**Education** - Equivalent to completion of the 12th grade. Equivalence to graduation may be demonstrated only by the following: (1) possession of a high school diploma from a U.S. institution; (2) passing the California High School Proficiency Examination; (3) passing the General Education Development (GED) Test; or (4) possession of a degree (Associate of Arts or higher) from an accredited college or equivalent degree (units from an institution, certificate, diploma) approved by the Council for Private Postsecondary and Vocational Education under the provisions of California Education Code Chapter 3, Part 59, Division 10. No other equivalence is accepted for peace officer classes.

**Driver License** - Possession of a valid driver license of the appropriate class issued by the California Department of Motor Vehicles is required. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

**Special Personal Characteristics** - Interest in law enforcement work; willingness to work throughout the state, at night and at unusual hours; willingness to work under strict discipline; satisfactory record as a law-abiding citizen; tact; reliability; professional demeanor; keenness of observation; neat personal appearance.

**Special Physical Characteristics** - Good health, sound physical condition; freedom from any physical or mental condition that would interfere with the full performance of the essential duties of an Officer, CHP; effective use of both hands; strength, endurance and agility; normal hearing; normal vision function and visual acuity. If eyeglasses or hard contact lenses are worn, vision must be no less than 20/40 in each eye without correction and corrected to 20/20 in each eye. Applicants who have successfully worn soft contact lenses for the past 12 months are not required to meet an uncorrected standard as long as their corrected vision is 20/20 in each eye; normal color vision as assessed by the Farnsworth-Munsell D-15 test (wearing an X-Chrom lens during vision testing is prohibited); and weight proportional to age and height.

**Age Limitation** - Age limits for participation in the examination are 20 to 31 years (*as of the written test date*). The minimum age for appointment is 21.

**Citizenship Requirement** - Under the provisions of California Vehicle Code Section 2267, no person shall be appointed as a member of the CHP who is not a U.S. citizen. Persons who are not citizens may compete in the examination for this classification, but must show proof of citizenship before an appointment can be made.

**Felony Disqualification** - Under the provisions of Government Code Section 1029(a), persons convicted of a felony are disqualified from employment as peace officers. Such persons are not eligible to compete for, or be appointed to, positions in this classification.

**Additional Desirable Qualifications** - Education beyond the 12th grade.

**Drug Testing Requirement** - Applicants for positions in this classification are required to pass a drug screening test.

#### THE POSITION:

The classification of Cadet, CHP, is a recruiting and training classification for qualified persons to learn the duties of an Officer, CHP. Persons in this classification undergo a formal comprehensive training program at the CHP Academy in West Sacramento. Cadets must successfully complete all Academy courses including academic classes, physical training, vehicle operation and the use of weapons, in order to promote to the classification of Officer, CHP. As an Officer, the person would assume the full responsibilities of vehicle patrol, accident investigation, administration of first aid, apprehension and arrest of suspected violators, and related duties. Officer assignments are made throughout the state, although the majority of initial assignments are made to Southern California.

#### EXAMINATION INFORMATION:

The filing periods are January 1 to March 31; April 1 to June 30; July 1 to September 30; and October 1 to December 31. **NOTE: Applicants may have only one active application in process at a time.**

The examination consists of a pass/fail written test, a pass/fail Physical Ability Test, and a Qualifications Appraisal Panel interview weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. All competitors must subsequently pass a psychological evaluation, medical examination and background investigation prior to appointment to the CHP Academy.

##### Written Test - Pass/Fail

###### Scope:

The written test was designed to measure the competitor's ability to:

1. Read and understand written communications.
2. Write clearly, using correct grammar and spelling.

**Written Test Waiver** - Persons who have passed the Cadet, CHP, written test since April 1, 1990, may compete in this examination without retaking the test. However, a new application, Physical Ability Test and Qualifications Appraisal Panel Interview are required.

##### Physical Ability Test - Pass/Fail

###### Scope:

Competitors who successfully pass the written test are required to take a pass/fail Physical Ability Test. This test consists of physical ability exercises that measure endurance, flexibility and strength.

##### Qualifications Appraisal Panel Interview - Weighted 100%

###### Scope:

The Qualifications Appraisal Panel will evaluate the candidate's ability to:

1. Learn rules and regulations.
2. Think clearly and logically and apply general rules to specific situations.
3. Observe and record events accurately and completely.
4. Effectively communicate with supervisors and peers.
5. Analyze situations accurately, think and act quickly in emergencies, and adopt an effective course of action.
6. Follow directions.
7. Write legibly, spell correctly, prepare understandable reports, and function effectively in a paramilitary setting.

**Eligible List** - Names of successful competitors are merged into the statewide certification list in order of final scores, regardless of date. Eligibility expires after 24 months.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

**Veterans preference** credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points. VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS.

GENERAL INFORMATION

**Application:** If you meet the requirements stated on the reverse, you may file for this competitive examination. Applications are available at the State Personnel Board office and CHP offices. If you have questions about the position, or the procedures to be followed in this examination, you should contact your local CHP area office for information. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in this examination will be compared with the performance of others who take this test, and each competitor who achieves a passing score will be ranked according to his/her score.

**Examination Plan:** The CHP reserves the right to revise the examination plan to better meet the needs of the service. Such revision will be in accordance with civil service laws and rules, and all competitors will be notified.

**Competitor s Notice:** If a competitor's notice of written test, physical performance test, or interview fails to reach the competitor prior to the day of the test due to a verified postal error, the competitor must contact the CHP Cadet Selection Program at (916) 375-2530 to be rescheduled.

**Examination Locations:** The written test is given in several locations throughout California as the number of competitors and conditions warrant. Ordinarily, Qualifications Appraisal Panel interviews are scheduled in Redding, Sacramento, San Francisco, Fresno, Los Angeles, San Diego, San Bernardino and San Luis Obispo. However, locations of interviews may be limited or extended as conditions warrant.

**Veterans Preference:** California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Credit in open entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions for applying for veterans preference points are on the Veteran Preference Application (SPB-1093) which is available from State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

**Background Investigation:** The background investigation requires competitors to complete a background investigation form on which information must be disclosed on driving violations and arrests regardless of the nature of the offense or whether or not a conviction was sustained. The CHP uses the information obtained on the background investigation form to conduct a complete background investigation to determine the competitor's suitability to become a peace officer. Information collected for a background investigation is distinct from that required on the application form which is filled out prior to the examination. You will be required to divulge arrest and conviction information on the background investigation form that is not required of you when completing the scannable Cadet Application (CHP 678), and the standard state application (STD 678) that you submit during the Physical Ability Test. Fingerprints of competitors are also taken as part of the background investigation.

**Truth Verification:** In the initial stage of the background investigation, all competitors will be required to undergo a truth verification examination during which Computer Voice Stress Analysis will be utilized to verify the integrity and accuracy of the information submitted regarding the use of controlled substances; driving, criminal, medical and employment history; and other job-related factors.

**Medical Examination:** The medical examination is performed by a licensed physician. Because of the essential duties of the position, there are several potential causes for medical disqualification; back defects revealed by x-ray, history of back difficulty, problems with digestion, any cardiovascular abnormality, pelvic bone or tissue abnormalities, or any nervous or emotional disorder.

**Psychological Evaluation:** The psychological evaluation ensures the competitors are free from any mental or emotional conditions which would impair their job performance. The evaluation consists of objective written exercises and a clinical interview with a psychologist or a physician.

**Driver License:** Possession of a valid California automobile driver license is required at the time of appointment. *(Ability to operate a motorcycle will be taught during training on the job, when necessary.)*

The **California Relay Service** enables a person with a Telecommunications Device for the Deaf (TDD) to communicate over telephone lines with another person who does not have a TDD. To use the **California Relay Service**, call the following telephone numbers: if you have a TDD, call 1-800-735-2929; if you do not have a TDD, call 1-800-735-2922.

Automatic Disqualification Criteria

During the selection process for the Cadet, CHP, classification, each candidate will be evaluated to determine whether he/she possess the personal characteristics that are required for employment as a law enforcement officer. Such an evaluation requires that job relevant inquiries be conducted to provide insight regarding the candidate's personal history. During this evaluation process, questions relating to driving, drug usage, and arrests and convictions will be asked of each candidate to help determine whether he/she possesses the qualifications that are required to become a law enforcement officer.

The recency of an indiscretion is a critical consideration in evaluating whether a candidate has matured or learned from the experience. To ensure that all candidates are evaluated according to the same standard, automatic disqualification criteria have been established for various acts that are in direct conflict with the duties of an Officer, CHP. The following is a list of derogatory issues that may warrant automatic disqualification from the selection process for Cadet, CHP.

- Drug Use:

Use of any controlled substance deemed to be unlawful under the statutes of the State of California may be cause for automatic disqualification. An automatic disqualification for drug use is based primarily on the type of substance and the time frame involved.
- Misdemeanor Conviction:

Conviction of a misdemeanor violation relating to driving while under the influence of alcohol and/or drugs may warrant automatic disqualification. This disqualification criterion may apply even in the case of a reduction of a charge of Driving Under the Influence of alcohol/drugs to Reckless Driving.
- Felony Conviction:

Any felony conviction, including a conviction that has been expunged and/or sealed, is cause for automatic disqualification.

For further information relating to automatic disqualification criteria, please contact the Cadet Hiring Unit at (916) 375-2180.